

**Expression of Interest
United States Department of Agriculture
Natural Resources Conservation Service (NRCS)**

Development Opportunity Placement Program (DOPP)

Opportunity Identification Number: NRCS-08-DOPP-001

Opening Date: June, 9, 2008

Closing Date: July 9, 2008

Position Title: Program Analyst

Series & Grade: GS-343-12/13/14

Duty Locations: Washington, DC

Duration of Assignment: Minimum of 31 days – NTE 6 Months

Basic Eligibility: The program is open to all qualified current and full-time permanent USDA employees.

Remarks: This is an Expression of Interest (EOI), not a competitive vacancy announcement. Priority consideration will be given to eligible and qualified Class Agents under the Basu Settlement Agreement for the first eighteen (18) months of the program.

Who Is Eligible for Consideration

This Expression of Interest is limited to USDA permanent employees who are currently at the GS-11, 12, 13, 14 and meet the basic eligibility requirements addressed below.

Development Opportunity Assignment

This position reports to the Supervisory Natural Resource Manager of the Operations Management Staff under the Director of the Operations Management and Oversight Division (OMOD) within the Deputy Area for Strategic Planning and Accountability (SPA). This position may be filled by detail or temporary promotion, depending on the selectee's availability and qualifications.

This opportunity is a development assignment and is expected to begin on or around September 1, 2008. Developmental activities are those designed to develop or enhance specific competencies and abilities, e.g., on-the-job training activities, shadowing assignments, details, and special project teams.

Upon completion of this assignment, incumbent will be returned to their current position of record.

Major Duties

The incumbent provides program analysis support for operations management activities, legislative and policy initiatives, program development and related activities. Develops issue briefs, decision memos, and other associated analyses and information products to assist in effective agency decision-making related to operations management. Provides leadership in developing and improving processes, policies, systems, and procedures to ensure effective operations management activities for specific programs. Provide analytical and state liaison support for state business plans, state performance plans, and other state accountability activities. Participate in the identification of agency-wide, program-specific efficiency and effectiveness measures of inputs, outputs, and outcomes of NRCS programs and activities. Ensures equality in all activities and provides assistance to individuals, groups and the public without regard to race, color, national origin, gender, religion, age, disability, political beliefs, sexual orientation or marital or family status.

BARGAINING UNIT STATUS: This position is not included in the Bargaining Unit.

TEMPORARY PROMOTION ELIGIBILITY REQUIREMENTS: In addition to the basic requirements, applicants must have 1 year of specialized experience equivalent in level of difficulty and responsibility to the next lower level in the Federal service and meet time-in-grade requirements. This experience is typically in or related to the work of the position being filled.

Eligibility Requirements:

BASIC REQUIREMENTS THAT ALL APPLICANTS MUST MEET:

Applicants must possess one year of specialized experience equivalent to one year below your current grad level. Experience that equipped the applicant with the particular knowledge, skills, and abilities to perform successfully the duties of the position, and that is typically in or related to the work of the position to be filled.

The substitution of education is not qualifying for the GS-14 level.

Submission Requirements (Incomplete packages will not be considered)

Interested candidates who meet the basic eligibility requirements may file for consideration by sending the following **MANDATORY** documents to the address indicated on the last page of this announcement:

- * Resume or OF-612.
- * Most recent Notification of Personnel Action (SF-50).
- * Most recent performance appraisal.
- * Narrative (not to exceed one page) of how the assignment will be commensurate with your interests, background and developmental needs and will enhance your career goals.
- * Description (not to exceed one page) of skills and knowledge you will bring to the assignment.
- * Supervisor's approval required for participation in this EOI.
- * Development Opportunity Placement Program Coversheet.

****Your submission must be received by 4:30 p.m. Eastern Time on the closing date of this Expression of Interest. Please submit your documents to the following address:**

U.S. Department of Agriculture
Office of Human Capital Management
Attention: Carolyn Whitaker
1400 Independence Avenue, S.W.
Room 333-W
Washington, D.C. 20250
Fax (202) 720-2044

For more information: Please direct questions on the administrative process to Carolyn Whitaker at (202) 720-6917, and questions regarding the nature of the assignment to Cheryll L. Kemp at 202-690-1253 or Fay Hill at 202-205-7517.

Information on Status, Benefits and Relocation Expenses

Travel expenses associated with the assignment will be reimbursed in accordance with applicable Government travel regulations.

Reasonable Accommodation Statement

USDA provides reasonable accommodations to employees with disabilities. If you need a reasonable accommodation for any part of the submission process, please notify the agency. The decision on granting reasonable accommodation will be on a case-by-case basis.

Nondiscrimination Statement:

The U.S. Department of Agriculture (USDA) prohibits discrimination in all its programs and activities on the basis of race, color, national origin, sex, religion, age, disability, political beliefs, sexual orientation, or marital or family status. (Not all prohibited bases apply to all programs.) Persons with disabilities who require alternative means for communication of programs information (Braille, large print, audiotape, etc.) should contact USDA's Target Center at (202) 720-2300 (voice and TDD).

To file a complaint of discrimination, write to USDA, Director, Office of Adjudication and Compliance, 1400 Independence Avenue, SW, Washington, DC 20250-9410.